

BUILDING PERMIT APPLICATION



PERMIT #

ADDRESS

STREET # NSEW STREET NAME AV, RD, ST etc SUITE/UNIT(S) TAX JURISDICTION

SITE DATA

PROJECT/SUBDIVISION NAME PHASE SECTION PROJECT #

OWNER ADDRESS CITY

STATE ZIP PHONE # LOT # BLOCK # LAND AREA (sq. ft.) TAX PARCEL #

TITLE INSURANCE COMPANY / LIEN AGENT NAME EMAIL

LIEN AGENT PHYSICAL ADDRESS LIEN AGENT MAILING ADDRESS

PHONE # FAX #

ZONING JURISDICTION MAP # R/W

SPECIAL FLOOD PLAIN FLOOD ELEVATION FIRE DISTRICT

LOT FRONT SHEET (if different) APR'D

MINIMUM SETBACKS: FRONT LEFT SIDE RIGHT SIDE REAR REQ. PARKING

PROJECT

JOB # TYPE WORK PROPERTY USE

USDC # ☐ EXPANDED FOOTPRINT ☐ SHELL ☐ BASEMENT ☐ SPRINKLER SYSTEM ☐ IS FULL DEMO

PURPOSE PROJECT DESCRIPTION (Residence, Office, etc)
Mobile Home: include Yr./Make/Serial #

OCC. TYPE PROJECT AREA (sq. ft.): NEW HEATED NEW UNHEATED DECK(S) # STORIES

CONST CONVERTED FROM UNHEATED TO HEATED SQ FT RENOVATE EXISTING SPACE: SQ FT

MULTI-FAMILY: # HANDICAP UNITS ONE/TWO FAMILY, MODULAR, MOBILE HOME: TOTAL # ROOMS # BEDROOMS # BATHS

TOTAL # UNITS WORK INCLUDES: ☐ ATTACHED CARPORT ☐ ATTACHED GARAGE ☐ MASONRY FIREPLACE(S)

SERVICES

ELECTRICAL POWER COMPANY SERVICE: TOTAL AMPS # CIRCUITS

CONNECTIONS 120 VOLTS # CONNECTIONS OVER 120 VOLTS

MECHANICAL GAS COMPANY # GAS CONN # APPLIANCES H/C

☐ HEAT PUMP ☐ ELECT. CEILING ☐ PRE-FAB FIREPLACE ☐ REFRIGERATION ONLY
☐ CENTRAL A/C ☐ GAS/OIL FURNACE ☐ CHIMNEY ☐ GAS PIPING
☐ ELECT. BASEBOARD ☐ GAS/OIL STEAM ☐ STOVE
☐ ELECT. FURNACE ☐ GAS PACK ☐ EXHAUST/VENTILATION

PLUMBING: # OF FIXTURES (Sink, Water Closet, etc.)

OF APPLIANCES (Dishwasher, Water Heater, etc.)

UTILITIES ☐ NEW ☐ EXISTING PUBLIC (CHAR-MECK UTILITY DEPT)☐ WATER ☐ SEWER

PRIVATE

☐ WELL ☐ SEPTICWILL ADDITION / UPFIT CREATE / EXPAND
A BEDROOM?☐ YES ☐ NO**CONTRACTOR(S): Name/Address as Appears on License**

ACCT #	BLDG	PHONE #	LIC #	CONTRACT COST NEAREST \$100 BLDG \$ (NOTE)	APR'D FEES
	ADDRESS	CITY/STATE	ZIP		
Does at least one (1) piece of equipment have a cost of over \$500,000.? If YES see instructions below / If NO include all equipment in the construction cost					
					APR'D FEES
To calculate equipment costs when there is at least one (1) piece of equipment over \$500,000., enter the total equipment cost in the Equipment Cost field. Do not include this cost in the Master Contract Cost field. The system will calculate the total equipment cost as follows: \$500,000 at 100%, the remaining equipment cost at 20%					
TOTAL EQUIPMENT COST					APR'D FEES

ACCT #	ELECT	PHONE #	LIC #	CONTRACT COST NEAREST \$100 ELECT \$	APR'D FEES
	ADDRESS	CITY/STATE	ZIP		
ACCT #	MECH	PHONE #	LIC #	CONTRACT COST NEAREST \$100 MECH \$	APR'D FEES
	ADDRESS	CITY/STATE	ZIP		
ACCT #	PLUMB	PHONE #	LIC #	CONTRACT COST NEAREST \$100 PLUMB \$	APR'D FEES
	ADDRESS	CITY/STATE	ZIP		
PLANS <input type="checkbox"/>	ARCH/ENG	PHONE #	LIC #	TOTAL CONSTRUCTION COST \$	
	ADDRESS	CITY/STATE	ZIP		
FT <input type="checkbox"/>	TOTAL ESTIMATED PROJECT COST FOR FAST TRACK OR MODULAR \$			FT FEE \$	

REMARKS:

C/D PLANS & PLACARD YES NO PROCESSING FEE OF \$15 WILL BE CHARGED FOR THIS SERVICE

METHOD OF PAYMENT

☐ CASH/CHECK ☐ ACCOUNT

TOTAL

FEES \$

THE UNDERSIGNED HEREBY CERTIFIES THAT HE/SHE IS EITHER THE OWNER OR THE AUTHORIZED AGENT OF THE OWNER AND HEREBY MAKES APPLICATION FOR PERMIT AND INSPECTION OF WORK DESCRIBED AND AGREES TO COMPLY WITH ALL APPLICABLE LAWS REGULATING THE WORK.

APPLICANT'S SIGNATURE

DATE

PRINT APPLICANT'S NAME



MECKLENBURG COUNTY LAND USE & ENVIRONMENTAL SERVICES
2145 SUTTLE AVENUE
CHARLOTTE NORTH CAROLINA, 28208
(980) 314-2633

HOLDS

PROCESSED BY

APPROVED BY

VALIDATED BY

ADDITIONAL COMMENTS